SPEECHMIKE™
EXECUTIVE
DICTATION
6275

INSTALLATION AND USER MANUAL

PHILIPS

COPYRIGHT

© 1997 – 2002 Philips Speech Processing.

Information in this manual is subject to change without notice.

TRADEMARKS

SpeechMike is a trademark of Philips.

DISCLAIMER AND NOTICES

Philips Speech Processing has carried out extensive testing with most popular configurations. However, since PC add-ons and drivers change very rapidly, we are unable to guarantee conflict-free operation. Possible solutions for solving such conflicts can be found in the **Readme** file.

CE   The CE mark confirms that the machine corresponds to the relevant guidelines of the European Union.

♲   This manual has been printed on chlorine-free, recycled paper, in line with the highest standards of environmental friendliness.

♻   The cardboard used for packaging can be recycled. This electronic facility contains recyclable material.

Technical changes and errors excepted.

Introduction

Thank you for buying a Philips SpeechMike Executive Dictation Kit.

SpeechMike Executive has been designed as a professional dictation application. This manual covers the installation of the SpeechMike Executive hardware and software, the handling of the SpeechMike Executive and the testing of the installation.

Package contents

- Philips SpeechMike Pro LFH 6274 with self-adhesive microphone holder.

- Mouse drivers for Windows 98 SE, Windows ME, Windows 2000 and Windows XP.

- SpeechMike **Control Application** to customize button settings for the control of Windows applications such as Microsoft Office and Internet applications.

- CD with professional dictation software for Windows 98 SE, Windows ME, Windows 2000 and Windows XP featuring Record, Play/Stop, Fast Forward, Fast Rewind, Insert/Overwrite mode as well as voice-activated recording. It also provides enhanced file information for more efficient job processing and automatic file attachment to any MAPI client for instant e-mail or Internet transfer.

- SpeechMike Executive User Manuals.

Support and feedback

For the latest information not contained in the manual, please refer to the **Readme** file on the SpeechMike Executive CD or go to the **Start** menu, **Programs**, **SpeechMike Executive** and select **Readme**.

For the latest version of the SpeechMike Executive software, please contact your software vendor.

For additional information on professional speech processing and speech recognition solutions from Philips Speech Processing, please visit our web site at:

http://www.speech.philips.com

For further information, please refer to the "World-Wide Service Information" booklet included with this package.

Installation

System requirements

- IBM-compatible PC
- Pentium 166 MHz or better recommended.
- Minimum of 48 MB RAM recommended
- Minimum 30 MB free hard disk space
- USB port
- Windows 98 SE, Windows Me, Windows 2000 or Windows XP

Hardware installation
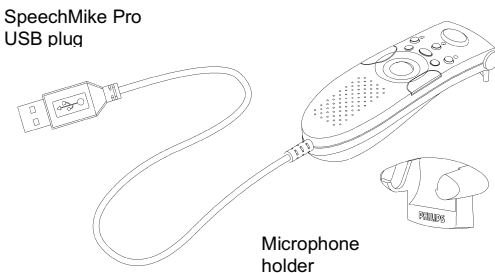
Windows ME, Windows 2000 and Windows XP:

1. Turn on your computer and plug the SpeechMike Pro into the USB port.
2. The **New Hardware Found** message will be displayed shortly on your screen.

   Note: If this message does not appear, verify whether the USB port is enabled in the BIOS of your system. See your hardware documentation for details or contact your hardware vendor.
3. Installation will proceed automatically.

Windows 98 SE:

Note: The Windows 98 Second Edition CD contains the USB drivers for the microphone and loudspeaker only. The drivers for the LED display and dictation buttons must be installed from the SpeechMike Executive CD before connecting the hardware.

1. Turn on your computer and insert the SpeechMike Executive CD **without** plugging the SpeechMike Pro into the USB port.
2. Autorun.exe will start. If this program is not run when you insert the SpeechMike Executive CD, start setup manually by doing the following:

   - Double-click the **My Computer** icon on the desktop.
   - Double-click the CD-ROM drive icon; you will be shown the contents of the CD.
   - Start the program autorun.exe by double-clicking it.
3. Click **Install** to begin installation. When you are prompted to select the components you wish to install, select the **Control application**, the **SpeechMike recorder** and the **SpeechMike driver**. Follow the instructions on the screen to install the software components.

   Note: During the installation process, the system will ask you for a license key. The license key for your language version can be found on the CD envelope.
4. Remove the SpeechMike Executive CD and insert your Windows 98 SE CD.
5. Plug the SpeechMike Pro into the USB port.

6. When the **Add New Hardware Wizard** starts, click **Next**.

7. On the next screen, make sure that **Search for the best driver for your device. (Recommended)** is selected. Then click **Next**.

8. On the following screen, the only option selected should be **Specify a location**, and the path of the Windows\inf subfolder should be displayed in the field. If necessary, uncheck all other options and click **Next**.

9. Windows will now start looking for the necessary files; click **Next**.

    Note: The required files from the Windows 98 SE CD can be found in the Setup/Win98 subdirectory, browse to this directory and click **OK**.

10. After the first part of the installation has been completed successfully, click **Finish**.

11. Repeat steps 6–10 until all SpeechMike Pro components are installed correctly.

SpeechMike Pro
USB plug

Microphone
holder

Software installation

Note: A user must have administrator rights to install the program under Windows 2000 or Windows XP. Contact your system administrator if you need help.

During the installation process, the system will ask you for a license key. The license key for your language version can be found on the CD envelope.

Windows ME, Windows 2000 and Windows XP:

The SpeechMike Executive software is delivered on a CD. When you insert the SpeechMike Executive CD into your CD-ROM drive, autorun.exe is started. Select **Install** to begin the installation. If this program is not run when you insert the SpeechMike Executive CD, start setup manually by doing the following:
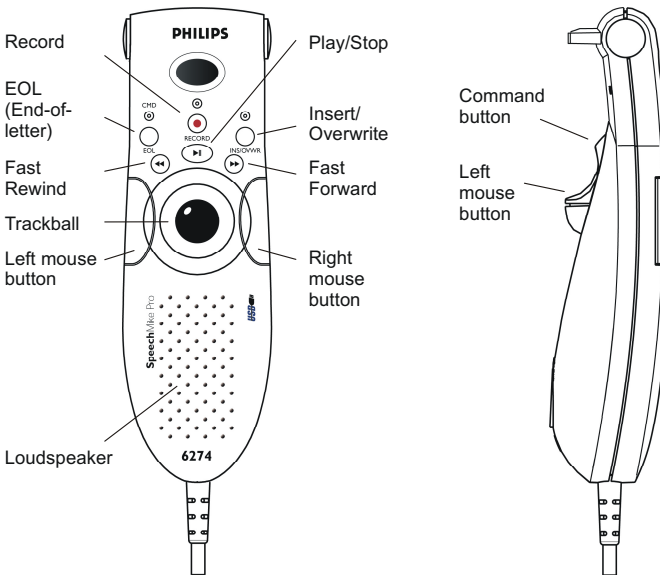
1. Double-click the **My Computer** icon on the desktop.

2. Double-click the CD-ROM drive icon; you will be shown the contents of the CD.

3. Start the program autorun.exe by double-clicking it and select **Install**.

Windows 98 SE:

The software has already been installed as part of the hardware installation described above.

Handling the SpeechMike Pro

Place the SpeechMike Pro in the palm of your hand with your thumb resting on the trackball and your index finger across the trigger underneath.

Alternatively, you can use your SpeechMike on your desktop like a conventional trackball.

SpeechMike Pro button functions

The following list explains the buttons on the SpeechMike Pro when working with
SpeechMike Executive Dictation. For information on individual button settings and
programming the buttons, see the Software Manual.

Record button
> The Record button has two functions. When you press the Record button, the
> **RECORD STANDBY** status is set. To start recording, press the Play button. Pressing
> the Record button again stops the recording.
> The Record button can also be used for opening a new dictation session by simply
> pressing the button when no sound file is opened.

Play/**Stop** button
> The Play/Stop button has two functions. When you press Play, the recorded dictation
> is played back. Pressing the button again stops playback.
> If you press Record first, the Play button can be used for switching between
> recording a dictation when it is in standby mode and sending a dictation into standby
> mode when recording.

Fast Rewind button
> The Fast Rewind button enables you to move quickly back in your dictation.

Fast Forward button
> The Fast Forward button enables you to move quickly forward in your dictation.
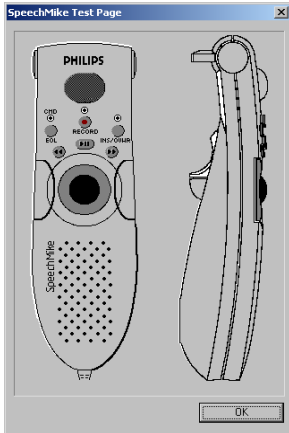
EOL button
> The End-of-letter button enables you to save and close a dictation session.

INS/**OVWR** button
> The Insert/Overwrite button enables you to switch between these two modes. The
> default setting is overwrite mode. When you press the button, insert mode is
> activated.

Testing the Installation

1. Go to the **Start** menu and select **Settings**, **Control Panel**.
2. Double-click the **Mouse** icon; the **Mouse Properties** dialog box appears.
3. Open the **SpeechMike** tab and click the **Test** button. The following screen appears:

You can now check if the SpeechMike Pro buttons are working correctly by pressing each button; the corresponding button on the screen will toggle.

> **Note**: If the Record, Play/Stop, Fast Rewind, Fast Forward, INS/OVWR and EOL buttons do not work properly in a programmed mode, there is a compatibility problem with an additional mouse; if the mouse buttons do not work properly, there is a hardware conflict. For details on solving these problems, please refer to the **Readme** file on the SpeechMike Executive CD or go to the **Start** menu, **Programs**, **SpeechMike** Executive and select **Readme**.

After a successful test, click **OK** and return to your Windows desktop. Now, verify whether the SpeechMike Pro is listed as an installed device for recording and playback in the **Multimedia Properties** of your Windows operating system. Proceed as follows:

1. Go to the **Start** menu, **Settings**, **Control Panel** and select **Multimedia**; the **Multimedia Properties** dialog box is displayed.
2. Open the **Audio** tab.
3. Select **USB Audio Device** as the **Preferred device** for **Playback** and for **Recording**.
4. Click **OK**.
5. Go to the **Start** menu, **Programs**, **Accessories**, **Multimedia** and select **Sound Recorder**.
6. Make a test recording and listen to it to verify the input level and output volume of your SpeechMike Pro.

The installation is now complete.
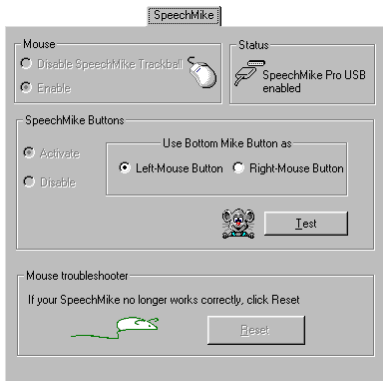
Audio Settings

If you are not fully satisfied with the recording input level and the playback output volume of your SpeechMike Pro, try the following:

1. Double-click the loudspeaker symbol in the status notification area of your Windows taskbar; a dialog box with different slider controls is displayed.

2. Go to the **Options** menu and select **Properties**.

3. Under **Mixer device** select **USB Audio Device (1)** or **(2)**; the radio button beneath will show you whether the device is for **Playback** or **Recording**.

4. Click **OK** and adjust the corresponding sliders to improve the input level and the output volume.

SpeechMike Settings

You can make settings for the SpeechMike Pro in the Windows **Control Panel**.

1. Go to the **Start** menu and select **Settings**, **Control Panel**.

2. Double-click the **Mouse** icon; the **Mouse Properties** dialog box appears.

3. Open the **SpeechMike** tab and the following screen appears:

Status
  Shows whether the USB connection is enabled or not.

Use Bottom Mike Button as
  With this selection, you can configure the trigger button on the underside of the SpeechMike to emulate either the left or right mouse button.

Test button
  When you click this button, the **SpeechMike Test Page** will be displayed.

Troubleshooting

For the latest information not included in the user manual, please refer to the **Readme** file. The file can be found on the SpeechMike Executive CD and in the SpeechMike Executive program group in the **Start** menu.

If you are using your SpeechMike Pro with Windows 98 SE, check that all components are installed properly as follows:

1. Go to the **Start** menu and select **Settings**, **Control Panel**.

2. Double-click the **Multimedia** icon; ensure that **USB audio device** is selected for playback and recording. If the SpeechMike is not available in the Control Panel, unplug it and reconnect it.

3. Ensure that the following components are installed in the **Device Manager**:

   Under **Human Interface Devices**:
   - HID compliant consumer control device
   - HID human interface device

   Under **Universal Serial Bus Controllers**:
   - USB Universal Host Controller
   - USB composite device
   - USB root hub

   Under **Sound, video and game controllers**:

   - USB audio device
   - USB audio device

Attention:
Using the SpeechMike Pro USB together with certain USB hubs on certain PCs may cause the operating system to freeze during booting.
Workaround: Unplug your SpeechMike before booting and reconnect it afterwards.
To solve this problem, we recommend replacing the USB hub or connecting your SpeechMike Pro directly to the USB port of your computer.
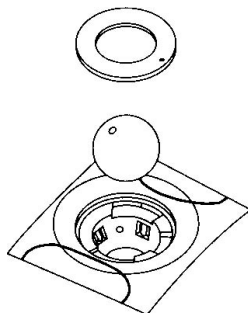
Warning
The cable of your SpeechMike can be damaged if it is kinked or if it is pulled or twisted too much. Please handle the cable carefully to ensure the best possible performance of your SpeechMike.

If the LEDs and buttons of your SpeechMike Pro do not work correctly, refer to the Readme file.

Cleaning the Trackball

1. Turn the retainer ring counterclockwise to remove the ball.
2. Wipe the ball with a clean, lint-free cloth.
3. Blow carefully into the ball cage to dislodge dust and lint.
4. Look for a build-up of dirt on the rubber rollers inside the ball cage.
5. If dirty, clean the rollers using a cotton swab moistened slightly with alcohol.
6. Make sure that fluff from the swab is not left on the rollers.
7. Replace the ball and retainer ring.

www.speech.philips.com